

Mon	Tue	Wed	Thu	Fri
7161 Columbia Gateway Drive, Ste D Columbia, MD 21046 410-290-2600 M-F 8 AM - 4:30 PM owd@howardcountymd.gov				1
4	5 Winning Resume` & Captivating Cover Letters 10-11:30am	6	7 LinkedIn Basics 10-11am	8 Job Club: Workplace Re- tention & Conflict Resolu- tion 2-3:30 pm
11 It's Not the End of the World, it's a New Beginning: Coping With Job Loss 11am-12:30pm	12	13 Interviewing Strategies: Navigating a Changing World 1-2 :30pm	14	15
18	19 Mastering Virtual Career Fairs 2-3pm	20	21 Winning Resume` & Captivating Cover Letters 12-1:30pm	22 Job Club: The "Struggles" of Time Management at the Office 2-3:30 pm
25	26 Utilizing Social Media in Your Job Search 10-11am	27	28 Online Job Search Essentials 12-1pm	29

Contact Information

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owd@howardcountymd.gov

Equal Opportunity Employer Program. Auxiliary aids and services are available upon requests to individuals with disabilities. If you need an accommodation, please contact Stephanie Hill at 410-290-2620 or shill@howardcountymd.gov, or use MD Relay 711. Veteran and eligible spouses are given priority of service in time and funding.

April 5

10-11:30 AM: Winning Resume & Captivating Cover Letters

A resume and cover letter are essential marketing tools that allow you to highlight your achievements and accomplishments related to your career to potential employers. This workshop will focus on targeted resumes and cover letters that will enable you to stand out. **This is a virtual workshop.** [Click here to register!](#)

April 7

10-11:00 AM: LinkedIn Basics

Learn how to put LinkedIn to work for you! This workshop will cover how to establish a quality profile, features and functions of the LinkedIn job searching database, and building your network. **This is a virtual workshop.** [Click here to register!](#)

April 8

2-3:30 PM: Job club: Workplace Retention & Conflict Resolution

The North Laurel Multiservice Center Virtual Job Club.
In today's society, every workplace has those difficult situations that arise. Learn how to navigate them to have a positive outcome.
<https://owd-msc-vtjobclub-ret-conflict-resol-4-8-22.eventbrite.com>

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April 11

11 AM– 12:30 PM: It's Not the End of the World, it's a New Beginning: Coping With Job Loss

This workshop will discuss ways of turning a devastating job loss into a positive experience. The discussion will include budgets, career planning and self-care while unemployed during the pandemic. **This is a virtual workshop.** [Click here to register!](#)

April 13

1-2:30 PM: Interviewing Strategies: Navigating a Changing World

Learn the essentials of what it takes to impress employers in an interview during the COVID-19 pandemic. This workshop discusses the preparation and execution of the interview in ways that help you stand out. **This is a virtual workshop** [Click here to register!](#)

April 19

2-3 PM: Mastering Virtual Career Fairs

This workshop will explore how you can really stand out during virtual career fairs. The discussion includes online career fair etiquette, 30 second elevator pitch and more. **This is a virtual workshop.** [Click here to register!](#)

April 21

12-1:30 PM: Winning Resume & Captivating Cover Letters

A resume and cover letter are essential marketing tools that allow you to highlight your achievements and accomplishments related to your career to potential employers. This workshop will focus on targeted resumes and cover letters that will enable you to stand out. **This is a virtual workshop.** [Click here to register!](#)

mwejobs.maryland.gov

Visit Maryland Workforce Exchange online:
mwejobs.maryland.gov

View the latest job openings, education and training opportunities, labor market information, and so much more

April 22

2 - 3:30 PM: Job Club: The "Struggles" of Time Management at the Office

The North Laurel Multiservice Center Virtual Job Club.

"The Struggles" of Time Management at the Office

Do you struggle with targets and deadlines? Find out how you can overcome that battle.

<https://owd-msc-vtjobclub-time-mgmt-4-22-22.eventbrite.com>

April 26

10-11 AM: Utilizing Social Media in your Job Search

Social Media is a huge part of today's society and not going away anytime soon. Learn how to effectively create your brand. This workshop discusses how you can successfully make your online presence work for you. **This is a virtual workshop.** [Click here to register!](#)

April 28

12-1 PM- Online Job Search Essentials

This workshop will explore online job applications and how to get responses to applications from employers. Keywords and targeted applications will be discussed as well as the hidden job market.

This is a virtual workshop. [Click here to register!](#)

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Website: howardcountymd.gov/youth-services

Contact Us: 410-290-2608



Howard County
Office of Workforce Development



Calvin Ball
County Executive

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APPLICATION DEADLINE:
APRIL 29TH, 2022

**Opportunities for
ages 14 to 24! 6-weeks
of PAID employment
and job readiness**

ATTN: PARENTS OF HOWARD COUNTY YOUTH!

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